

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF HUMAN SERVICES

Income Maintenance Administration



Questions for the FY 2010 Mini-Subgrants to Small Non-Profit Community-Based Organizations – RFA MG-0423-10

Question 1: Is there a requirement on the number of people you can serve?

Answer: No, there is no requirement concerning the number of people to be served.

Question 2: Is there an age limit for the kids in the TANF program?

Answer: No

Question 3: What is the grant award period?

Answer: 90 days from the date of the award.

Question 4: Will an advance be given, if so, when and what is the expected time of receiving the balance of the funds?

Answer: It has been the practice to provide an advance payment at the start of the award period; and the remaining balance is generally paid prior to the end of the grant.

Question 5: Is a background check required? If so, where can a person go to get one?

Answer: Yes.
Metropolitan Police Department
Criminal Records Office
Henry J. Daly Building
300 Indiana Avenue, NW, 3rd Floor, Room 3058
Washington, DC 20001

Question 6: How long is the background check good for?

Answer: Two years.

Question 7: Should the background check include fingerprints?

Answer: Yes, the background check should include fingerprints.

Question 8: What type of insurance or what type of policy is required?

Answer: The insurance required would depend upon all laws governing the employer, building codes and business purpose and related activities.

Question 9: If an organization produces a video can the video be sold after the grant period has ended?

Answer: DHS retains ownership of all client and case management data produced under the grant. Data means recorded information, regardless of form or the medium through which it may be recorded.

Question 10: Will the Government provide contact information for TANF customers or other low-income families and children who may be eligible to participate in the program?

Answer: No. The grantee is responsible for outreach to the families it seeks to serve.

Question 11: Can two or more of the items listed under the Program Objectives be combined into one program, if continuity flows throughout the entire program? For example: Enhancement of educational experience and Acquisition of supplies and equipment.

Answer: Yes. The explanation and descriptive language must clearly specify the related measurable program objectives.

Question 12: Are costs associated with private and/or public transportation allowable to transport program participants to and from the program? If yes, can we also include the cost for offsite field trips as well?

Answer: Yes. Show proposed expenditures for travel related to the measurable program objectives in the budget and budget narrative.

Question 13: As a small Faith-Based Organization, we primarily use contract personnel to instruct/facilitate our services, can we use these funds to compensate some of our current contract as well as new contract personnel? For example: We currently have staff that work only on Mondays & Wednesdays, so would we be able to pay them out of these fund if we bring them in on Tuesdays & Thursdays?

Answer: Yes. If the personnel contract or otherwise, provide services for the grant activity, they may be paid for those services.